

Custodial, Labor and Trades Branch  
Unskilled and Semi-Skilled Labor Group  
Sewer Series

E.P.W.U. LABOR LEAD WORKER I - SEWER

12/97

### *Summary*

Under general supervision, supervise and works with a small crew of semi-skilled and/or unskilled workers engaged in light construction, maintenance and repair work assignments.

### *Typical Duties*

Supervise and works with a small crew in the installation, maintenance and repair of sewer lines; Involves: working in the construction and maintenance of manholes; working in the installation of forms and the pouring and finishing of concrete; installing batter boards to lay pipes at specified grades and alignments; installing timber shorings as required; installing well-points and dewatering systems; installing polyethylene liner pipe; estimating equipment and materials requirements; consulting with supervisor on work assignment problems or requests for additional support; working in the laying of pipes to existing systems; or repair, removal or replacement of damaged or obsolete lines; supervising the tapping for new service connections, and the plugging of lines; checking completed work and notifying supervisor.

Supervise assigned labor/trades personnel. Involves: coordinating work with other utility agencies; substituting, if assigned, for immediate supervisor during temporary absences by performing delegated duties and responsibilities sufficient to maintain continuity of normal operations and similarly performing any duties of coworkers, if required; keeping records and preparing daily activity reports..

### *Minimum Qualifications*

Training and Experience: Completion of the eighth grade and two (2) years of experience in sewer line construction, maintenance and repair work; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of: the materials and tools used in sewer line construction and repair; the methods, practices and procedures used in the laying of sewer pipes. Some knowledge of: the operating characteristics of equipment used in sewer line construction.

Ability to: plan, assign, supervise, review and evaluate the work of assigned personnel; train subordinate personnel; follow oral and written instructions; use good judgment; establish and maintain effective working relationships with fellow employees and the public; maintain simple records and prepare daily activity reports.

Skill in: the use and care of a job related tools and equipment; skill in the operation of a motor vehicle.

*Physical Requirements:* Subject to call during off working hours; exposure to all kinds of weather; lift and carry heavy objects (50 to 100 pounds).

*Licenses and Certificates:* Texas Class "C" Driver's License.

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Director of Personnel

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Department Head